



**MINUTES
CITY COUNCIL MEETING
April 7, 2020**

CALL TO ORDER

The meeting was called to order at 6:41 pm.

Present: Mayor: Charlie Miner (telephonic); Council: Deirdre Kvale (telephonic), Michelle Jerde (telephonic), Jahn Dyvik (telephonic), and Tom Skjaret (telephonic)

Staff Present: City Administrator: Scott Weske (in person); Fire Chief: James Van Eyll (telephonic); Public Works Director: Sean Diercks (telephonic); and City Clerk: Jeanette Moeller (in person)

Absent: None

PLEDGE OF ALLEGIANCE

MAYOR'S COMMENTS - LONG LAKE NEWS, MEETING REVIEW AND UPDATES

Mayor Miner offered the following comments and updates:

Mayor Miner commented that he hoped everyone is doing well, and recalled that City Hall is still closed to the public at this time.

He shared that recently citizens had made note of sidewalk chalk art appearing around town. City Clerk Moeller set up an album on the City's Facebook page with photos of chalk art, and inviting people to submit photos to her for posting in the album. So far, the album has about nine photos, including a couple of pictures Moeller had taken earlier in the day when walking on the lakeshore trail.

He stated that he hopes restaurants in town are doing okay with their takeout service, and encouraged people to continue getting takeout from the City's restaurants to help keep sending business their way.

Mayor Miner advised that he has been on self quarantine since the previous Thursday. He had some gastrointestinal issues and fatigue, and as those are some of the symptoms COVID-19 patients have reported, he was tested. The results of his COVID-19 test have not yet been returned, but it was found he did not have the flu. Fellow Council members wished him well. He indicated he will have to await his results before he is able to return to work, noting that the MDH states that individuals should wait seven days after their last symptoms before going back to work.

He noted that he was looking forward to receiving updates from Fire Chief Van Eyll during Agenda Item N. 9. Mayor Miner reflected that it was good to see people out walking on the trail, and having the trail connections available was perfect timing under the circumstances.

APPROVE AGENDA

A motion was made by Skjaret, seconded by Dyvik, to approve the Agenda as presented. Ayes: all by roll call.

CONSENT AGENDA

The Consent Agenda consisted of:

- A. Approve Minutes of April 7, 2020 City Council Meeting
- B. Receive Unofficial Draft Minutes of March 19, 2020 Planning Commission Meeting
- C. Approve Vendor Claims and Payroll
- D. Adopt Resolution No. 2020-09 Accepting a Donation to the Long Lake Fire Department in the Amount of \$150.00 from the Long Lake Rowing Crew
- E. Adopt Resolution No. 2020-11 Accepting a Donation of 20 Gallons of Hand Sanitizer From CopperWing Distillery to the Long Lake Fire Department
- F. Adopt Resolution No. 2020-12 Accepting a Donation of One Pallet of Bleach From Splash and Factory Motor Parts to the Long Lake Fire Department

Mayor Miner highlighted the Consent Agenda items recognizing donations made to the Long Lake Fire Department.

Fire Chief Van Eyll expressed appreciation for and described the donations of \$150.00 from the Long Lake Rowing Crew, hand sanitizer from CopperWing Distillery, and bleach from Splash and Factory Motor Parts. He thanked Public Works for picking up the pallet of bleach earlier in the day, and indicated it will be distributed and shared amongst a multitude of public safety agencies.

Regarding Consent Agenda Item C, Council member Kvale noted she had sent an email to Weske as she was confused about some of the checks on the vendor claims paid. She pointed out that Check #66901 was listed as payable to Minnesota Life Insurance but for the same \$8,049.82 amount as the payment made to Medica as Check #66917, and Check #66918 was payable to Minnesota Life Insurance for \$24.00.

Administrator Weske explained that Check #66901 had been voided, and it appeared two checks may have tried to print on top of each other causing the need to void that one. Though the check was voided, for some reason the void had not fully cleared throughout the reporting system. The reports should have printed with a gap in the check number sequence where the voided check had been. He confirmed that Check #66917 and Check #66918 were to the correct vendors for the correct accounts, and emphasized that Check #66901 was voided. He indicated he could print a corrected batch and check registry and provide proof of the voided check for Council members electronically on the following day.

A motion was made by Skjaret, seconded by Dyvik, to approve the Consent Agenda, editing Item C. to remove Check #66901 in the amount of \$8,049.82 from the vendor claims. Ayes: all by roll call.

OPEN CORRESPONDENCE

No one appeared to address the City Council during Open Correspondence.

BUSINESS ITEMS

Special Event Permit Request for the Memorial Day Murph Challenge

City Clerk Moeller indicated that she had previously advised Council of this pending Special Event Permit application at a prior meeting. Long Lake business FitHAUS has made an application to host a "Memorial Day Murph Challenge" athletic event on Monday, May 25 in Nelson Lakeside Park, with

partial event setup taking place the day prior to the event on Sunday, May 24. The Memorial Day Murph Challenge would be comprised of a "hero" workout with athletes completing a series of 100 pullups, 200 pushups, 300 squats, and a one-mile run. It is anticipated that 150 to 200 athletes could register, and spectators are welcome. In addition to the workout program, activities include a bouncy house and face painter, with food truck and other vendors available. Symes Street would be partially blocked off for food trucks to be located along Symes Street, and for the run to use part of the street; however one-way traffic would remain open for residents in that neighborhood. Event organizers are aware that a Memorial Day Ceremony is typically held each year at the Nelson Lakeside Park Memorial site. Event organizers have committed to pausing their activities to permit the Ceremony to take place without interference, and have already been in contact with the organizer of the Ceremony to begin discussion of either collaboration or coordinating around ceremonial activities. Event organizers have already received permission from off-site parking locations to route event parking away from the park's lot, thereby leaving the park's lot available for Memorial Day Ceremony attendees. Moeller added that the event is a fundraiser with 100% of proceeds benefiting the Minnesota Military Family Foundation.

Moeller confirmed that this event was previously held at Excelsior Commons before FitHAUS became the new sponsor and moved the event to Wayzata West Middle School. Missing the backdrop of a scenic lake environment, FitHAUS event organizers thought of Nelson Lakeside Park's potential to offer a great new location in 2020 and in years ahead.

Staff recommends approval of a Special Event Permit for the Memorial Day Murph Challenge with conditions as specified in the attached permit; and approval of a Noise Variance Permit to allow the use of sound amplification equipment for broadcasting announcements and music during the event.

Moeller noted that the resolution prepared by staff for approval of the event includes a provision that would authorize the City Clerk and Wayzata Police Chief to administratively approve rescheduling the date of the event to an alternative date. Staff, and the event organizers, are very aware that the COVID-19 health pandemic may prevent the event from taking place as scheduled. The event organizers are continuing to evaluate their options – holding the event in a virtual format, rescheduling to a later date, or cancelling if necessary. Should they choose to reschedule, granting staff authorization to administratively approve changing the event date would ease their process to do so. Should they opt to cancel or hold the event virtually, staff would refund the application fees FitHAUS has paid to date. Moeller confirmed that the permit conditions letter included conditions referencing the Memorial Day Ceremony, and providing the Fire Chief the authority to cancel the event should restrictions relative to the COVID-19 pandemic continue to be in effect.

Council members commented favorably on the nature of the event, and discussed whether it would be important to add a date by which the event applicants must make a determination of whether or not the event would proceed. Moeller clarified that in order for adequate time for marketing and participant recruiting, the event organizers will have to make a decision within weeks regardless.

A motion was made by Skjaret, seconded by Dyvik, to adopt Resolution No. 2020-10 approving issuance of Special Event Permit #S2020-01 for the Memorial Day Murph Challenge to be held Monday, May 25, 2020; and to approve the issuance of a Noise Variance Permit authorizing use of sound amplification equipment during the event. Ayes: all by roll call.

Receive Public Works Updates

Public Works Director Diercks provided the following updates:

Public Works staff have been trying to limit their exposure with the public while conducting business pretty much as usual.

The sewer jetting and televising of District 4, previously approved by Council in last November/December, wrapped up on Monday. In doing so, the contractor found two giant rootballs in areas on Neilson Avenue and Lakeview Avenue that would have led to potential issues in those locations. Addressing those obstructions alone was good preventative maintenance. Televising of the line that goes into Orono was also undertaken. Staff is looking forward to getting televising information back as soon as possible so the City's engineers can review data and make some determinations on what extent of repair may be warranted.

Spring street sweeping and cleaning was just finished earlier in the afternoon and took two days to complete. Next week, Public Works is intending to begin spring hydrant flushing.

The new streetlight replacing the previously damaged light has been installed on Wayzata Boulevard W.

The annual Spring Cleanup Day drop-off event for Orono, Long Lake and Minnetonka Beach has been rescheduled to be held on May 16; however, that date could change pending ongoing pandemic restrictions.

Diercks had obtained two quotes for pressure washing the inside and outside of the City's water tower. One very favorable quote was received at an amount of approximately \$8,000 from a vendor who has washed the City's tower in the past. The last time the tower was pressure washed was in 2014. Taking into account the impacts of COVID-19 changes, he questioned whether the Council would want to discuss spending for that project this year or not. Diercks described the scope of the interior/exterior washing project, confirming that they drain the tower completely, sanitize it, disinfect it, and once bacteria tests come back negative the tower is ready to go back into service. Temporarily the City would rely on Orono's tower during the work. He explained that if the frequency between washings waits for an extended period of time, signs of sludge can begin to appear in the tower. He noted he wouldn't be surprised if there was some in there now, as there had been at the time of the last washing project. Regarding the outside of the tower, the frequency of the need to wash it depends where it sits. Towers in proximity to rail tracks tend to get dirtier faster with soot and smoke. Generally if you get 10 years out of a wash before needing another one, you're doing very well. Diercks confirmed that the vendor does inspect the paint condition on the exterior, and any paint damage incurred through the washing process would need to be touched up. He stated that in future, if the bulb or tower were to be recoated, it could be repainted in a different color other than white that would better hide soot and smoke. Responding to a question from Council member Kvale regarding the second quote received, Diercks indicated the second quote was from an out-of-state vendor in the amount of about \$28,000. The low quoting vendor has a home office in Wisconsin, but also has a local satellite office in Hanover, MN. Diercks has worked with the low vendor several times in the past and they do a good job with a favorable financial outcome. After further discussion by Council and staff, Council expressed support for the project, and Diercks committed to preparing a report for Council to review and take action on at their next meeting.

Verbal Updates From Fire Chief / Emergency Manager

Fire Chief Van Eyll provided updates and responded to Council questions, discussing the following:

Thanks to Administrator Weske initiating a Zoom account, the Fire Department is also using Zoom for department meetings. Plans are also underway to start doing some small group training for hands-on activities around the station in April, with Training Chief Farley working on training plans.

The Fire Department took the boat out on Long Lake to make sure it was in good functioning order after the winter season, and they are awaiting the dock facility on Lake Minnetonka to be out.

From a licensing perspective, some firefighter licensure due to expire has been extended until licensure can be properly updated in future.

Due to COVID-19 preparedness, Chief Van Eyll has had to suspend regular compliance inspections of sites and inspections are only being scheduled in response to complaints at this time. Though a re-inspection of issues at the Town Center plaza had needed to be cancelled, Chief Van Eyll stated he has received communication that items were being addressed.

From an emergency management perspective, he asked whether Council wanted to see more or less information provided in the situation reports he has been sending. Council members were appreciative of the reporting and data received thus far.

He confirmed that the Fire Department is doing well on their supply of PPE equipment and is continuing to conserve usage by making little procedural changes that help.

Council member Skjaret commented that he has observed that some organizations have set aside a 'designated survivor' where they isolate one or two employees on a team. He noted that he personally worries about Public Works and questioned whether a similar measure should be considered. Chief Van Eyll understood Council member Skjaret's concern and he could discuss ideas with Public Works Director Diercks at a different time. Right now everyone is pretty healthy, and Public Works has been working one to a truck in what he's been observing them doing. He stated that Diercks is managing his crew in keeping their social distance, and they have confirmed they too are still good on their supply of PPE. He noted that he has considered possibly bringing in a cleaning service to wipe down facilities daily.

Council member Skjaret asked whether consideration had been given to extending the opening of the beach or closing playgrounds. Chief Van Eyll had not seen much use of playground equipment in town. He commented on what other communities are doing with their park facilities, noting that Wayzata had fenced off their playground equipment. He sought the Council's input on the issue, adding that he was unsure whether blocking of playground equipment is necessary. Mayor and Council members discussed the matter and suggested that rather than staff putting up fencing, signage be placed to discourage playground equipment use and with park use reminders.

Mayor Miner and Fire Chief Van Eyll discussed the variety of regular meetings and updates that are occurring on an ongoing basis through the pandemic. Chief Van Eyll added that call volumes are currently lower in numbers than this time period last year, likely due in part to people thinking twice before they call 911. From a medical standpoint, people may be a little scared to get in the back of an ambulance under the current health crisis and are therefore taking care of themselves a little bit better. With more people working at home, there are also more people present to pay attention when things are going on in their homes. He noted that North Memorial ambulance is fully staffed and prepared as well.

Referencing projections included in recent updates, he confirmed that projections appear to indicate the virus may peak in Minnesota around April 12 to April 24. Though Minnesota has one of the lowest rates of reported cases, he pointed out that the availability of testing has been limited.

Mayor Miner requested Chief Van Eyll provide another update at the Council's next meeting.

OTHER BUSINESS

Spring Cleanup Opportunities – Council member Dyvik advised that the Plymouth Yard Waste site is not scheduled to open until April 15. Administrator Weske added that residential curbside leaf pickup dates had been scheduled for April 28 and May 5.

EDA Public Hearing on April 21 – Council member Skjaret questioned whether the April 21 public hearing was still scheduled to take place, and asked Council to consider rescheduling the hearing. Weske indicated that the hearing is scheduled to proceed, though the process may take some working through. He noted though that the EDA would have to meet as a body to table the April 21 public hearing, and the EDA's next meeting is the date of the hearing. Weske confirmed that the public will have a voice and will be able to submit comments in writing, call in, or virtually attend the meeting to comment. He clarified that the public hearing notice had indeed already been published, as that needed to occur within a specific timeframe.

Updates on Special Events – Weske informed Council that the Buckhorn Days summer festival planned for June is likely to tentatively reschedule for October. They still want to try and hold the event if possible later in the season. Moeller added that Corn Days is also going to re-evaluate their festival plans at the end of May.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 7:59 pm.

Respectfully submitted,

Jeanette Moeller
City Clerk